THE CITY AND BOROUGH OF JUNEAU, ALASKA

Meeting Minutes - November 10, 2014

MEETING NO. 2014-27: The Regular Meeting of the City and Borough of Juneau Assembly, held in the Assembly Chambers of the Municipal Building, was called to order at 7:00 p.m. by Mayor Merrill Sanford.

I. ROLL CALL

Assembly Present: Mary Becker, Karen Crane, Maria Gladziszewski, Loren Jones, Jesse Kiehl, Merrill Sanford, Kate Troll and Debbie White.

Assembly Absent: Jerry Nankervis.

Staff Present: Kim Kiefer, City Manager; Amy Mead, City Attorney; Laurie Sica, Municipal Clerk; Beth McEwen, Deputy Clerk; Myiia Wahto, Recreation Superintendent; Greg Chaney, Lands and Resources Manager; Kirk Duncan, Public Works Director; Samantha Stroughtenger, Wastewater Superintendent; Rich Etheridge, Fire Chief; Patricia DeLabruere, Airport Manager; Hal Hart, Community Development Director; John Bohan, Chief CIP Engineer; Michele Elfers, Architect/Engineer; Carl Uchytil, Port Director; and Bryce Johnson, Police Chief.

II. SPECIAL ORDER OF BUSINESS

A. Recognition of Chatham Electric, IBEW, and JDMXA for Donation of New Lighting at Mt. Jumbo Gym

Myiia Wahto, CBJ Recreation Superintendent, acknowledged the initiative, effort and contribution of time and labor from several local residents to install updated lighting in Mt. Jumbo Gym. Mayor Sanford presented certificates of appreciation to Ralph and Julia Kibby, Jason Lucas, Richie Behuniak, Steve Davis, Daryl Hedges, and Josh, Melissa, Sarah and Tyler Anderson. Josh Anderson is also serving on the Parks and Recreation Advisory Committee and the Treadwell Arena Task Force, and said he was made aware of the lighting issues in the gym while attending a birthday party. The Assembly took turns thanking those present for their work for the community.

III. APPROVAL OF MINUTES

A. October 20, 2014 Regular Assembly Meeting 2014-26

Hearing no objection, the minutes of the October 20, 2014 Regular Assembly Meeting 2014-26 were approved.

IV. MANAGER’S REQUEST FOR AGENDA CHANGES

Ms. Kiefer requested that the Assembly remove Resolution 2698 authorizing the Manager to apply for a Community Development Block Grant, from the agenda. A necessary survey was not received in order to make a timely application.

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

VI. CONSENT AGENDA

A. Public Requests for Consent Agenda Changes, Other Than Ordinances for Introduction

None.

B. Assembly Requests for Consent Agenda Changes

None.

C. Assembly Action

<u>MOTION</u>, by Becker, to adopt the consent agenda, with the removal of Resolution 2698. Hearing no objections, it was so ordered.

1. Ordinances for Introduction

   a. Ordinance 2014-24(W) An Ordinance Appropriating to the Manager the Sum of $800,000 as a Transfer to the Statter Harbor Improvements Capital Project; Funding Provided by the Harbors Fund Fund Balance.

      This ordinance would transfer $800,000 to the Statter Harbor Improvement CIP Account from the Harbors Fund balance.

      The request is to transfer $800,000 to the existing Statter Harbor Improvements CIP account for planned improvements of the Statter Harbor Master Plan, specifically for the construction of a two-lane boat launch facility. Funding would be provided by the Harbor Fund available fund balance with a current balance of $3,417,730.

      The Public Works and Facilities Committee reviewed this request at its meeting on October 27, 2014 and recommended forwarding it to the full Assembly for approval.

      The Docks and Harbors Board reviewed this request at its October 30, 2014 meeting and recommended forwarding it to the full Assembly for approval.

      The Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

   b. Ordinance 2014-24(X) An Ordinance Appropriating to the Manager the Sum of $500,000 as a Transfer to the Downtown Cruise Ship Berth Enhancement CIP account for Corrosion Protection of the Existing Dock Structure at the Steamship Wharf; Funding Provided by the Docks Fund Fund Balance.

      This ordinance would transfer $500,000 to the Downtown Cruise Ship Berth Enhancement CIP Account from the Docks Fund balance.

      The request is to transfer $500,000 to the existing Cruise Berths Enhancement CIP account for corrosion protection of the existing dock structure at the Steamship Wharf. Funding would be provided by the Docks Fund available fund balance with a current balance of $3,531,061.

      The Public Works and Facilities Committee reviewed this request at its October 27, 2014 meeting, and recommended forwarding it to the full Assembly for approval.

The Docks and Harbors Board reviewed this request at its October 30, 2014 meeting, and recommended forwarding it to the full Assembly for approval.

The Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

2. Resolutions

a. Resolution 2696 A Resolution De-Appropriating $22,651 from the Airport Relocate ASOS (Automated Surface Observation System) Capital Improvement Project.

This resolution would de-appropriate $22,651 in Airport CIP A50-046 "Relocate ASOS" Project.The funds for this project were collected under Juneau International Airport's second Passenger Facility Charge (PFC) application, which is now closed.

The Airport Board reviewed this request at its August 13, 2014 meeting, and recommended forwarding to the full Assembly for approval.

The Manager recommends the resolution be adopted.

b. Resolution 2697 A Resolution Consenting to and Approving the Location of the AKBEV Group, LLC Project.

Resolution 2697 would provide Assembly consent for the location of the Alaskan Brewing Company expansion.

In May 2013, the Planning Commission approved a vacation of Barrow Street and a transfer of the land to the Brewery to facilitate its expansion. To assist in financing the expansion project, the Brewery applied for a loan, in excess of $6 million, supported by the Alaska Development and Export Authority's tax exempt small business program. Prior to loan approval, the Authority requires local government consent for the location of the project.

The building project has been approved by the Community Development Department and appropriate permits have been issued.

The Manager recommends this resolution be adopted.

c. Resolution 2698 A Resolution Authorizing the Manager to Apply for a Community Development Block Grant from the Alaska Department of Commerce, Community and Economic Development for the Purpose of Providing Funding to Tlingit-Haida Regional Housing Authority to be Used for a Willoughby District Village Neighborhood Plan.

Each year, the City and Borough is eligible to apply for a Community Development Block Grant through the Alaska Department of Community and Economic Development. Grant proposals must be sponsored by a local government and sent to DCED by December 5, 2014, where the proposals will be reviewed and compete against each other on a statewide basis. A local government has the choice of generating its own project ideas or soliciting ideas from the general public. CBJ has successfully used this method in the past. Two proposals were received in response to a solicitation.

The Human Resources Committee (HRC) reviewed two proposals at its September 29, 2014 meeting. The HRC recommended the Assembly support the Tlingit-Haida Regional Housing Authority's proposal for a Willoughby District Village Neighborhood Plan, which would include substantial consultation with area residents and institutions in overseeing changes and supporting the vision for the Village neighborhood and encourage additional housing for those of low/moderate income in the greater Willoughby District. The HRC also recommended that the Assembly authorize the manager to submit a Community Development Block Grant application to the Alaska Department of Community and Economic Development for the purpose of partially funding the proposed plan.

Printed grant applications, with original signatures must be received in Fairbanks by 5 p.m. December 5, 2014.

The Manager recommends this resolution be adopted.

REMOVED from the Consent Agenda - Not adopted.

3. Bid Award

a. Bid Award E15-064 Last Chance Basin 2014 Source Improvements

This Project would consist of construction of seven 16" diameter water wells; two well houses; mechanical piping, equipment and pumps for the two well houses; 220' of 10" HDPE water pipe; electrical, instrumentation and controls for the project; and miscellaneous related work.

Bids were opened on October 31, 2014, with the bid protest period ending at 4:30pm on November 3, 2014. Results of the bid opening are as follows:

Bidders	**Total Bid**
Arete Construction Corp.	$1,851,250.00
McG Constructors Inc.,	$1,901,024.00
Admiralty Construction, Inc.,	$2,065,105.00
Miller Construction Co.	$2,067,125.00
Silver Bow Construction Co.	$2,461,852.50
Engineer's Estimate:	*$2,157,050.00*

The Manager recommends award of this bid to Arete Construction Corp., for the total bid amount of $1,851,250.

b. Bid Award No. 15-137 Term Contract for Household Hazardous Waste Transport Services

This project would provide transport services of household hazardous waste (HHW), recyclable electronic waste, and HHW collection supplies and includes transportation from Juneau to a designated site in the Seattle area for the HHW and recyclable electronic waste. HHW collection supplies will require transport from the Seattle dock to Juneau.

Bids were opened on October 15, 2014. The protest period ended at 4:30pm on

October 16, 2014. Results of the bid opening are as follows:

Bidders	Total Bid
Alaska Marine Lines	$118,325.00
Samson Tug and Barge	$136,452.00

The Manager recommends award of this bid to Alaska Marine Lines, for the total bid amount of $118,325.00.

4. Transfers

a. Transfer T-962 Transfer $204,245 of Wastewater Utility Revenues from existing Wastewater CIP's to a new Wastewater CIP

This action would transfer $204,245 of Wastewater Utility revenues from two completed, existing wastewater capital improvement projects, listed below, to create the Juneau Douglas (JD) Wastewater Treatment Plant Infrastructure Improvements CIP.

The new CIP would be utilized to fund structural improvements or refurbishment of three JD treatment buildings. JD was constructed in 1973 and these structures, now in need of attention, are original. This project is currently slated to be funded in the FY2016 CIP; however some of the repairs are needed immediately in order to maintain safe operations and maintenance. Currently, repair of the immediate structural deficiencies is awaiting funding in order to be bid and awarded.

<u>Transfer From and Closing:</u>

U76-002	Collect Sys. Fac. Plan & I&I	$121,843
U76-011	ABWWTP Headworks Imp	$82,402

<u>Transfer To - NEW CIP:</u>

NEW	JD Plant Infrastructure Improvements	$204,245

The Public Works and Facilities Committee reviewed this request at its October 27, 2014 meeting, and recommended forwarding it to the full Assembly for approval.

The Manager recommends approval of this transfer.

VII. PUBLIC HEARING

A. Ordinance 2014-44 An Ordinance Authorizing the Manager to Execute a Lease of the Mayflower Building and Grounds to the Juneau Montessori Center, an Alaskan Non-Profit Corporation.

The Juneau Montessori School has leased the Mayflower Building from the CBJ since 1992. The current lease expired in April of 2014. Under that lease, the School paid a rental rate of $2,000 per month, which was the fair markety value established by the CBJ Assessor in 1993. The April 11, 2014 appraisal established fair market value rental value at $3,255 per month.

Per CBJ 53.09.270, the CBJ is required to lease property for fair market value, except under certain circumstances. The Assembly may authorize a lease rate at less than fair market value when the lease is to a nonprofit organization for the purpose of performing a service to the public which is supplemental or in lieu of a service which could or should reasonably be provided by the CBJ.

The Lands Committee determined that since the early childhood education and childcare provided by Juneau Montessori School is a public service (and the School a non-profit organization), they should not be required to pay fair market value to lease the Mayflower Building.

The Lands Committee, at its August 25, 2014, meeting unanimously passed the following motion: Lands Committee requests of the administration prepare a resolution that would set the lease payment at $2000 for the length of the (5 year) lease.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, by Kiehl, to adopt Ordinance 2014-44. Hearing no objection, it was so ordered.

B. Ordinance 2014-47 An Ordinance Authorizing the Manager to Convey Lot 2, Block A, South Lena Subdivision to Juneau Housing Trust, Inc., an Alaskan Non-Profit Corporation, Subject to Certain Conditions, in Support of the Juneau School District's High School Home Building Program.

At its October 6, 2014 Lands Meeting, the Lands Committee unanimously approved a motion to recommend that the Assembly adopt an ordinance to sell Lot 2, Block A, South Lena Subdivision to the Juneau Housing Trust for $40,000. The property would be used for the JDHS house building program. The Lands Committee also requested that the approval contain a provision for the Manager to direct staff to develop an Early Entry Authorization to allow the school to install a foundation on the site before the Ordinance is formally adopted. This would allow site preparation and construction of a foundation on the site before winter.

In 2007, fair market value for the 0.74 acre parcel was $101,000. In the past, the CBJ has made property available to the high school building program for fair market value. The value of the land was recouped by the CBJ when the home was sold after construction was completed. In recent years, lots that were acquired by the CBJ through property tax foreclosure were made available to the high school program for the cost of taxes owed on property. Under these circumstances the home building program received land for less than fair market value.

In addition to recommending that the CBJ sell the lots for less than fair market value, the Lands Committee also recommended that the sale of the property include a reversion clause stipulating that if construction has not begun within 2 years, title to the property would revert back to the CBJ.

The Manager recommends this ordinance be adopted.

Public Comment:

Stephen Sorenson, representing the Juneau Housing Trust, Inc., said he appreciated the past support of the Assembly and the School District on a great program for the high school homebuilding program. They now have support of SAGA and UAS, which is a win-win for both the high school and the university.

Ms. Troll asked if the foundation would be able to be put in this year. He said it was very likely.

Assembly Action:

MOTION, by Jones, to adopt Ordinance 2014-47. Hearing no objection, it was so ordered.

C. Ordinance 2013-11(BG) An Ordinance Appropriating to the Manager the Sum of $4,151,989 to Fund Bartlett Regional Hospital's Fiscal Year 2014 Public Employee Retirement System Contribution; Funding Provided by the Alaska Department of Administration.

This ordinance would appropriate to the Manager $4,151,989, which is the FY14 State's 13.68% on-behalf PERS benefit paid for Bartlett Regional Hospital. Funding is provided by the Alaska Department of Administration which was authorized by passage of HB65 during the 2013 legislative session.

This is a housekeeping ordinance to properly account for this on-behalf payment and has no impact on BRH's finances.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, by Crane, to adopt Ordinance 2013-11(BG). Hearing no objection, it was so ordered.

D. Ordinance 2014-24(Q) An Ordinance Authorizing the Manager to Accept the State of Alaska, Department of Environmental Conservation's Offer of Partial Funding for the Salmon Creek Secondary Disinfection Capital Improvement Project and Appropriating to the Manager $1,000,000 in Grant Funding Provided by the State of Alaska, Department of Environmental Conservation.

This ordinance would appropriate $1,000,000 in municipal matching grant funding from the Alaska Department of Environmental Conservation (ADEC) Division of Water for the following project:

Water Treatment Improvements - Salmon Creek LT2 Upgrades $1,000,000

This grant has a 40% match requirement which will be provided with the funds already on the CIP. As part of the grant application process, the Assembly declared this project to be the top priority of the City and Borough by Resolution 2694.

As required by the Department of Environmental Conservation, this ordinance would also accept the terms and conditions of the grant, specifies that the City and Borough will operate and maintain the completed project, and indicates the City and Borough's agreement to comply with applicable State regulations.

The Public Works and Facilities Committee reviewed this request at its June 2, 2014 meeting and recommended forwarding it to the full Assembly for approval.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, by Gladziszewski, to adopt Ordinance 2014-24(Q). Hearing no objection, it was so ordered.

E. Ordinance 2014-24(R) An Ordinance Appropriating to the Manager the Sum of $469,221 as Funding for the 2014 State Homeland Security Program / SHSP, and the Sum of $215 as Funding for the Local Emergency Planning Committee; Grant Funding Provided by the State of Alaska, Department of Military and Veterans Affairs.

This ordinance would appropriate $469,221 to the 2014 SHSP State Grant-GR34094 from the Alaska Department of Military and Veterans Affairs 2014 State Homeland Security Program, EMW-2014-SS-00010 for the City and Borough of Juneau.

Federal Grant Number: EMW-2014-SS-00010
State Grant Number: 14SHSP- GR34094

These funds are slated to support the goals and activities of the CBJ Emergency Management through funding planning, training, exercise, and equipment procurement. Projects funded by this grant include:

1. Purchase and install a public safety answering point upgrade and bridge to a secondary dispatching, EOC, JPD COOP locations.
2. Purchase and install automated building lock systems with card readers for access to collocated secondary dispatching center and EOC (CCFR location).
3. Purchase tactical gear for SWAT and EMS (shields, vests, body armor, and helmets).
4. Purchase heavy rescue confined space and USAR equipment for CCFR.
5. Purchase and install one repeater system to extend current communications capabilities into the "dead spot".
6. Fund a 3 day training class between SWAT and Tactical EMS teams.

This ordinance would also appropriate an additional $215 to the $18,448, appropriated on August 25, 2014 (Serial No. 2014-24(F)) making the total appropriation $18,663 for the 2015 LEPC Grant from the Alaska Department of Military and Veterans Affairs for the Local Emergency Planning Committee.

There is no match requirement for these grants.

The Public Works and Facilities Committee reviewed this ordinance at its October 27, 2014 meeting, and recommended forwarding to the full Assembly for approval.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, *by Troll, to adopt Ordinance 2014-24(R)*. Hearing no objection, it was so ordered.

F. Ordinance 2014-24(U) An Ordinance Appropriating to the Manager the Sum of $125,000 as Funding for the Thirty-Six Month Grant for One School Resource Officer; Grant Funding Provided by the United States Department of Justice, Office of Community Oriented Policing Services (COPS).

An ordinance appropriating to the manager the sum of $125,000, for a thirty-six month grant, for one School Resource Officer. Grant funding is provided by the United States Department of Justice, Office of Community Oriented Policing Services (COPS). The officer will conduct School Resource Officer duties in our Juneau Douglas School District. The City is committed to extend the project for one year after the expiration of the federal funding.

The grant requires a match of $178,800 over three years and an additional year of funding for the officer at the cost of $109,200 for a total of $288,000 for four years. The annual average general fund cost is $72,000 for four years.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, *by Jones, to adopt Ordinance 2014-24(U)*. Hearing no objection, it was so ordered.

G. Ordinance 2014-24(V) An Ordinance Appropriating to the Manager the Sum of $10,000 as Funding for Equipment, Maintenance and Training for Juneau HAZMAT Team; Funding Provided by a Memorandum of Understanding with the Alaska Department of Environmental Conservation.

This ordinance would appropriate $10,000 for equipment purchases, maintenance, and training for the Juneau HAZMAT Team. Funding is provided through a Memorandum of Understanding between the CBJ and the Alaska Department of Environmental Conservation (ADEC).

This funding would allow the Juneau HAZMAT team to build on its present capabilities and facilitate response activities and would be crucial in allowing the Juneau HAZMAT team to provide a Level A hazmat response to the CBJ, and Southeast Alaska, and to be a part of the Alaska Statewide Response Team.

There is no match requirement.

The Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, *by Jones, to adopt Ordinance 2014-24(V)*. Hearing no objection, it was so ordered.

VIII. UNFINISHED BUSINESS

A. Anaerobic Digestion and Centrifuge Biosolids Memo

Kim Kiefer noted a memo in the packet responding to questions from the Assembly at the last Committee of the Whole meeting regarding anaerobic digestion and replacement of the existing belt filter press with a centrifuge.

Ms. Troll asked about the timing of the results on the centrifuge manufacturing for testing. Michele Elfers said she would find out. She said the belt filter presses could be replaced with centrifuges and the Assembly could still pursue any of the options for biosolids treatment. It did not affect the choice to be made. The centrifuge would improve dewatering of the sludge so the cost savings would affect each of the alternatives and the amount of savings could be different based on the fuel source used in the different alternatives. It would bring down the cost of all of the alternatives. Ms. Troll said she understood the trade-off would be the odor issue, which would require more discussion. Ms. Elfers said industry knowledge was that centrifuges could create more odor issues. Mayor Sanford asked for follow-up on odor as that was a sensitive issue and he did not want to see the odor problems exacerbated. Ms. Elfers said she was not sure if the odor issue could be determined without pilot testing locally.

Ms. Crane requested staff to share any good articles pertaining to the plasma technology, specifically regarding the combination of biosolids and solid waste.

Ms. Gladziszewski said she would like information on composting a reduced amount of the biosolids.

IX. NEW BUSINESS

A. Bid Award DH14-014 Statter Harbor Improvements

This project would provide construction of a new two-lane boat launch ramp; upland parking lot for trucks, trailers and vehicles; seawalk with viewing platforms and protective shelter; landscaping; lighting; and security cameras. Work of the project would include rock fill of tidelands, asphalt paving, concrete ramp and sidewalks, and wooden boarding float.

The bid opening was held on October 14, 2014. The bids are as follows:

Bidder	Total Bid
Miller Construction Co.	$11,212,800.00
SECON	$11,736,740.00
McG Constructors, Inc.	$12,858,138.00
Engineer's Estimate:	*$10,649,470.00*

The Docks and Harbors Board reviewed this bid at its October 30, 2014 meeting and recommended forwarding it to the full Assembly for approval.

The Manager recommends award of this bid to Miller Construction for the total bid amount of $11,212,800.

Public Comment: None.

Assembly Action:

MOTION, by Jones, to award this bid to Miller Construction for the total bid amount of $11,212,800. Hearing no objection, it was so ordered.

B. Tall Timbers Neighborhood Association v Planning Commission - Appeal of Conditional Use Permit and Use Not Listed Designation for Haven House

On August 21, 2014, the Planning Commission, acting as the Board of Adjustment, made a "Similar Use Determination" under CBJ 49.20.320 as to Haven House, Inc.'s application to provide re-entry housing for women coming out of prison in the D5 zoning district per CBJ 49.20.320 (UNL 2014-0001). On September 15th, Tall Timbers Neighborhood Association filed an appeal of the Board of Adjustment's unlisted use determination. On September 29, 2014, the Assembly reviewed the appeal and decided to reject the matter without prejudice, as untimely and unripe, and as it would be subsumed in the conditional use process that would be heard by the Planning Commission on October 14.

On October 14, 2014, the Planning Commission approved a conditional use permit for transitional housing for up to nine women coming out of prison (USE2014-0008). On October 30, 2014, Tall Timbers Neighborhood Association filed an appeal of both the Conditional Use permit and the Similar Use Determination granted to Haven House, Inc.

CBJ 01.50.020 provides that appeals "shall be filed only from a final agency decision." CBJ 01.50.030(e) provides that within 30 days of receipt of a notice of appeal, you must provide notice of the acceptance or rejection of the appeal (and if the latter, the reasons for rejection.) CBJ 01.50.030(e)(2) states that you must liberally construe the notice of appeal in order to preserve the rights of appellants. You may reject an appeal if you find that there has been a failure to comply with the appellate rules, or if the notice of appeal does not state grounds upon which any of the relief requested may be granted, you may reject the appeal.

If you decide to accept the appeal, you must decide whether the Assembly will hear the appeal itself or if it will assign the appeal to a hearing officer. If you decide to hear the appeal yourselves, you will be sitting in your quasi-judicial capacity and must avoid discussing the case outside of the hearing process. Additionally, you must comply with section 01.50.230 on impartiality.

The following procedural issues should be decided:

1. Will the Assembly accept the appeal?
2. Will the Assembly hear the appeal itself or assign to a hearing officer?
3. If the Assembly hears the appeal itself, will the Mayor preside, or will he designate another member as presiding officer?

Ms. Mead said she could find no grounds to reject the appeal.

MOTION, by Kiehl, to accept the appeal to be heard by the Assembly and to appoint Ms. Gladziszewski as presiding officer.

Mayor Sanford said Mr. Nankervis had volunteered his services as presiding officer and Ms. Gladziszewski deferred to his offer. Mr. Kiehl so amended his motion.

Mr. Jones asked if the potential for this case to go beyond this hearing to court would be greater or less if the Assembly were to appoint a hearing officer. Ms. Mead said she did not believe it would make a difference.

Hearing no objection, the Assembly accepted the appeal and appointed Mr. Nankervis as presiding officer.

X. STAFF REPORTS

None.

XI. ASSEMBLY REPORTS

A. Mayor's Report

Mayor Sanford said on advice of the D.C. Lobbyist, he sent a letter on behalf of the Assembly and Docks and Harbors Board to the Congressional Delegation requesting funding for the Douglas Harbor Operation and Maintenance Dredging project from the FY15 Energy and Water appropriations bills funding the Army Corps of Engineers, which includes funds for small harbors.

Mayor Sanford gave notice of the Assembly Retreat to be held on Monday, November 24, from Noon - 4 p.m. and said that the Assembly standing committee meetings that day were cancelled.

B. Committee Reports

Committee of the Whole: Chair Becker said the COW met and discussed the Economic Development Plan, recommended a resolution acknowledging changes to the State Library, Archives and Museum project, discussed planning for Biosolids, heard Capital Transit's plans to change the schedule and move the valley transfer station from Nugget Mall to the Skate Park, and received a report from Kate Troll on the Tongass Advisory Committee. The next meeting is set for December 8.

Finance Committee: Chair Crane said packets were distributed to the Assembly for the next meeting on Wednesday, November 12.

Human Resources Committee: Chair Jones provided the recommendations from the HRC regarding committee appointments. Hearing no objections, the following appointments were confirmed:

Juneau Economic Development Council:
Appointment of Susan Murray for the Environmental Non-Profit Seat, and Lauren MacVay and Brandon Cullum for at-large seats; all terms expiring November 30, 2017.

Jensen Olson Arboretum Advisory Board:
Appointment of Shawn Eisele for the Discovery Southeast seat and Nell McConahey to an artist seat, term expiring January 31, 2017.

Building Code Advisory Committee:
Russ McDougal for a contractor's seat for a term expiring November 30, 2017.

Chair Jones said the HRC discussed holding a meeting in January with the Social Services Advisory Board to review its establishing resolution and duties. The meeting would include a representative from the Juneau Community Foundation to speak to its social service grant program.

Chair Jones noticed a meeting of the Full Assembly sitting as the Human Resources Committee on December 10 to interview applicants for the Bartlett Regional Hospital Board and the Planning Commission.

Public Works and Facilities Committee: The next meeting was set for December 8.

Lands and Resources Committee: The next meeting was set for December 8.

Treadwell Arena Task Force: Chair Jones said the first public hearing was held at the Douglas Library, to be followed by a meeting on November 13 at the Valley Library and on November 25 in the Assembly Chambers. The task force would meet on December 3 to review all the information gathered to date and planned to report to the Assembly in January.

Tax Exemption Review Committee: Chair Becker said the TERC met on October 23 to a full house to hear about the Senior Citizen tax exemptions. The TERC met on October 29 in a worksession and made a decision to leave the "out of borough sales" and the "lobbyist" exemptions out of the recommendations for change to the Assembly. The next meeting was set for December 3. On November 14, the Juneau Commission on Aging would meet to discuss the issues and would present a report to the TERC. The committee anticipated recommendations to the Assembly in January.

C. Liaison Reports

Chamber of Commerce: Liaison Becker introduced the new Chamber of Commerce President Lance Stevens and acknowledged Linda Thomas, both present. She said Executive Director Cathie Roemmich had given her notice of resignation as of December 15.

School Board: Liaison Kiehl said the next meeting was set for Tuesday, November 18. He would be unable to attend due to attendance at the Alaska Municipal League meetings in Anchorage.

UAS Campus Council: Liaision Kiehl said the council met and received a report about original research taking place by over 300 students each year at UAS. The council passed a resolution regarding the Capital Transit plans and bus service. Discussion is underway regarding moving a polling place from Auke Bay Fire Hall to the Gambel/Sperl Center.

Bartlett Regional Hospital: Liaison Crane said the sprinkler that flooded BRH caused significant disruption. The Board and staff continued work on strategic planning.

Alaska Municipal League: AML President Crane said all Assemblymembers would be attending the AML conference events during the week of November 17 - 21.

Parks and Recreation Advisory Committee: Liaison Gladziszewski said the PRAC met on November 5 to discuss landscaping and CIP projects. The next meeting was set for December 2.

Affordable Housing Commission: Liaison Troll said the AHC met and discussed housing with the planners regarding the Economic Development Plan. The AHC was planning a Builders Forum and still working out how to proceed with mobile home financing issues.

NOAA Fisheries Task Force: Co-Chair Troll said the task force was finalizing recommendations to the Assembly.

Docks and Harbors Board: Mr. Jones said the Board and staff were working with the Statter neighborhood on parking for the upcoming project. Aurora Harbor repairs were underway with the removal of stalls and a projected completion date in May. The Board completed negotiations on a renewed lease with Mt. Roberts Tram.

Downtown Business Association: Mr. Jones said the DBA was continuing to work with the Downtown Improvement Group. They were working with CBJ staff on parking issues and were eager to participate in the public meetings on the bus service as they were not happy with losing the downtown loop.

Planning Commission: Liaison Jones said the PC COW met and heard about biosolids, and the PC reviewed and approved the new bus transfer station. The next meeting was a COW on November 14 for a briefing from the Subdivision Review Committee.

Juneau Economic Development Council: Liaison Jones said the JEDC in partnership with the State of Alaska led a fisheries meeting in Iceland. On December 2, it would conduct another meeting on Willoughby District issues.

D. Presiding Officer Reports

None.

XII. ASSEMBLY COMMENTS AND QUESTIONS

Ms. Becker said she had an opportunity to assist in judging at the Chocolate Festival at UAS. She reported on the Sister City activities with Mayor Lachica of Kalibo, Province of Aklan, Philippines, and said the delegates received a warm welcome from the community. She said it was great to have a relationship with a city that had so many friends and relatives living in Juneau already. She thanked the staff for making the events in City Hall special. She has attended DIG meetings and DIG was participating in the economic development plan and working with CBJ staff on sidewalk improvements.

Ms. White said she met with Capital City Fire and Rescue, attended Coffee with a Cop at UAS, sat in on the Treadwell Task Force meeting and was looking forward to her first Airport Board meeting. She received a tour of the public works facilities and learned about public works operations from Kirk Duncan.

Mr. Kiehl spoke about the Sister City events. He attended a presentation on large mines on the other side of CBJ's border in Canada and said the Fisheries Development Committee would be looking into concerns about effects on fisheries. He asked for information on obtaining land for the Salmon Creek Disinfection project and Ms. Kiefer said she would provide followup.

Ms. Troll said she had heard good comments on the Auke Bay Planning effort from residents in that area. She said the Sister City events were a great exchange.

Mr. Jones explained to the Assembly he would be paying his way to Anchorage for AML due to combining travel for the Assembly and for other business.

XIII. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Joyce Levine said that bus service was one of the things that made Juneau one of the foremost liveable capital cities in the U.S. It was shocking to hear that CBJ was reducing bus service in light of the national movement towards increased mass transit. She said it was unthinkable to not have a bus serve the Capitol, which reduced access to government. People with walkers and wheelchairs would not be able to make it up the hill, and that was unjust. There had been significant discussion about a downtown commuter. She said she understood the concerns about the budget and it was good that there would be increased service on Riverside Drive. She said creative ways needed to be sought to grow the bus service, not cut it.

XIV. EXECUTIVE SESSION

A. Update on Gastineau Apartments from City Attorney

MOTION, by Becker, to enter executive session to discuss a matter, the immediate knowledge of which, could have a detrimental effect on the finances of the city, and receive an update on the Gastineau Apartments from the City Attorney.

Hearing no objection, the Assembly entered into executive session at 8:15 p.m. and returned to regular session at 8:50 p.m.

Upon returning to regular session, Ms. Becker said the Assembly heard information from and provided direction to the City Attorney.

XV. ADJOURNMENT

There being no further business to come before the Assembly, the meeting adjourned at 8:52 p.m.

Signed:________________________
Laurie Sica, Municipal Clerk

Signed:________________________
Merrill Sanford, Mayor